

**RIBBLE VALLEY BOROUGH COUNCIL**  
**REPORT TO COMMUNITY SERVICES COMMITTEE**

DECISION

Agenda Item No 10

meeting date: 12 MARCH 2019  
title: CAPITAL PROGRAMME 2019/20  
submitted by: DIRECTOR OF RESOURCES  
principal author: ANDREW COOK

**1 PURPOSE**

- 1.1 To inform members of the schemes approved for inclusion in this Committee's 2019/20 capital programme. Also the report requests approval for the inclusion of a further capital scheme within the 2019/20 capital programme.

**2 BACKGROUND**

- 2.1 As members will be aware, this Committee proposed a five year capital programme for 2019/20 to 2023/24 at its meeting on 30 October 2018. As it stood at that time the draft capital programme across all the committees was unaffordable.
- 2.2 In addition to the above process, two further bids have subsequently been put forward by this Committee to be considered alongside the other capital bids for inclusion in the 2019/20 to 2023/24 capital programme:
- At its January meeting this Committee resolved to request that Policy and Finance Committee approve a capital budget of £1,430,440 for the Edisford Sports Complex scheme as part of the 2019/20 capital programme.
  - An additional scheme bid was requested by members at this Committee's October meeting for CCTV at Edisford Road, Clitheroe and Berry Lane, Longridge. This scheme bid was submitted to Budget Working Group and Corporate Management Team for consideration.
- 2.3 All capital bids, including the Edisford Sports Complex scheme and CCTV scheme proposals, have since been reviewed by Budget Working Group and Corporate Management Team in order to arrive at an affordable programme for 2019/20 to 2023/24.
- 2.4 Following recommendation by Special Policy and Finance Committee on 5 February 2019, it is anticipated that Full Council will have approved the five year capital programme for 2019/20 to 2023/24 on 5 March 2019. Officers will provide confirmation of Full Council's decision at this Committee's meeting on 12 March 2019.
- 2.5 The Council's overall capital programme for the five year period 2019/20 to 2023/24 totals £8,123,530 for all committees. The total for this Committee is £5,251,480 over the five year life of the programme and of this £1,912,440 relates to the 2019/20 financial year.

### 3 CAPITAL PROGRAMME 2019/20 – APPROVED SCHEMES

3.1 For this Committee there are ten approved schemes in the 2019/20 capital programme, totalling £1,912,440. These are shown in the table below.

<b>Scheme</b>	<b>Budget for 2019/20 £</b>
Play Area Improvements 2019/20	<b>40,000</b>
Replacement of Refuse Wheelie Bins	<b>10,000</b>
Replacement of CCTV System	<b>60,000</b>
Replacement of Refuse Collection Vehicle VU60 HNX	<b>227,000</b>
Replacement of Paper Collection Vehicle VU06 TKN	<b>50,000</b>
Replacement Gang Mower (rvbc009)	<b>30,000</b>
Replacement Mini Tractor with Bucket PN05 BYS	<b>22,000</b>
Replacement of JCB Gravemaster Digger (rvbc005)	<b>29,000</b>
Automatic Access Barrier – Edisford River Bank	<b>14,000</b>
Edisford Sports Complex scheme	<b>1,430,440</b>
<b>Total – Community Services Committee</b>	<b>1,912,440</b>

3.2 The detailed information for each scheme is shown in **Annex 1**.

3.3 The 2019/20 approved capital programme includes the following changes to the proposals seen by this Committee at its meeting in October 2018 and the two further bids subsequently put forward by this Committee:

- Replacement of JCB Gravemaster Digger (rvbc005) has been brought forward from 2020/21 to 2019/20 because the vehicle is currently requiring a high level of repairs. Bringing forward the scheme has reduced the cost of the replacement from £32,000 to £29,000.
- Automatic Access Barrier – Edisford River Bank has been brought forward from 2023/24 to 2019/20 to ensure the access and security risks on the site are mitigated. Bringing forward the scheme has reduced the cost from £15,100 to £14,000.
- CCTV at Edisford Road, Clitheroe and Berry Lane, Longridge is to be considered as part of the existing ‘Replacement of CCTV System’ scheme scheduled for 2019/20. As part of that scheme the police will be asked for details of any areas where further cameras may be beneficial. Any increased camera coverage suggested by them will be considered and may see an increase in budget for the existing CCTV capital scheme in 2019/20, if needed.

- Castle Keep Lime Repointing Works and Repairs (Subject to External Funding) scheme has been moved from 2019/20 to 2020/21, because there have been difficulties in identifying funding sources for the work that is needed at the Castle Keep. The scheme was provisionally included in the capital programme on the basis that external funding of £222,240 was identified, as indicated in the initial capital bid. Moving the scheme to 2020/21 will allow more time to source funding.
- Installation of a Second Parking Deck on Chester Avenue Car Park has been moved from 2019/20 to 2020/21, pending the outcome of future discussions for this scheme alongside other town centre initiatives. The scheme was initially approved subject to a survey establishing both the need and siting of this car park extension. A survey of car parking in Clitheroe has been done by external consultants, but is yet to be reported to the Car Parking Working Group, and Community Services Committee. In addition, Policy and Finance Committee has agreed to terminate the original procurement on the market scheme and submit expressions of interest to the Future High Street Fund.

3.4 During the closure of our capital accounts there may be some slippage on schemes in the current year, 2018/19. One of the tasks of the Budget Working Group will be to review any requests for slippage on capital schemes within the 2018/19 capital programme. A report will be brought to this Committee at a future meeting, giving details of any slippage.

3.5 Responsible officers will complete and update capital monitoring sheets for each scheme, which will be reported regularly to members to give an indication of progress.

#### 4 REPLACEMENT OF LEASED CAR PARKING VAN – APPROVAL REQUESTED FOR INCLUSION IN THE 2019/20 CAPITAL PROGRAMME

4.1 There are two car parking vans. Currently, one is leased and one is purchased. The leased vehicle is programmed to be replaced in May 2019. The cost for the lease is £2,414 per year. A purchased replacement would be approximately £11,500. Bearing in mind the purchased van was replaced after 9 years it has been decided that the most economic solution would be to purchase, rather than lease, the replacement for the currently leased van.

4.2 The detailed capital bid request, Replacement of Leased Car Parking Van KR16 HFT, is shown in **Annex 2**.

4.3 This capital bid request proposes that the currently leased car parking van is replaced with a like for like vehicle at an estimated cost of £11,500 in 2019/20. It is proposed to finance the cost by contributions to capital resources from the Car Park Administration revenue budget.

#### 5 RISK ASSESSMENT

5.1 The approval of this report may have the following implications:

- Resources – Inclusion of the additional request for the replacement car parking van in the 2019/20 capital programme will increase the funding required for the 2019/20 capital programme by £11,500. This increase will be financed by contributions from the Car Park Administration revenue budget.
- Technical, Environmental and Legal – None.
- Political – None.

- Reputation – Sound financial planning for known capital commitments safeguards the reputation of the Council.
- Equality and Diversity – Equality and Diversity issues are examined as part of the capital bid appraisal process.

## 6 CONCLUSION

- 6.1 This Committee has an approved capital programme for 2019/20 of ten schemes, totalling £1,912,440.
- 6.2 Any slippage on schemes in the 2018/19 capital programme will be added onto the 2019/20 capital programme.
- 6.3 An additional capital bid has been requested for inclusion in the 2019/20 capital programme, costing £11,500. This can be financed by contributions to capital resources from the Car Park Administration revenue budget.

## 7 RECOMMENDED THAT COMMITTEE

- 7.1 Recommend approval of the following additional capital budget for 2019/20 to Policy and Finance Committee - £11,500 for the Replacement of Leased Car Parking Van KR16 HFT scheme, to be funded by contributions to capital resources from the Car Park Administration revenue budget.

SENIOR ACCOUNTANT

DIRECTOR OF RESOURCES

CM4-19AC/AC  
27 February 2019

For further background information please ask for Andrew Cook.  
BACKGROUND PAPERS – None

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# Play Area Improvements 2019/20

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**Service Area: Ribble Valley Parks**

**Submitted by: Mark Beveridge**

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**Brief Description of the Scheme:**

The Council operates 18 play areas. This budget provides for incremental improvements to these areas each year. In addition the capital is used to deal with ad hoc equipment replacement which arises annually.

The play areas are well used, any injury arising from their use can result in potential insurance claims. The Council inspects on a monthly basis and the insurers annually. The Council as owner and operator has a duty of care to ensure the play areas are safe and replace, repair or remove worn out or broken equipment.

Without this annual budget the play areas would quickly fall into disrepair and reach a point where equipment would need to be removed and eventually the area would be closed.

**Revenue Implications:**

None – Existing service.

**Timescale for Completion:**

2019/20.

**Any Risks to Completion:**

N/A

**Capital Cost:**

<b>2019/20</b> £
40,000

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# Replacement of Refuse Wheelie Bins

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**Service Area: Refuse Collection**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

Although there is an annual revenue budget for replacing bins it is recognised that there will be a need for a more substantial annual capital scheme for replacement of bins due to age and fatigue.

This scheme will cover a selection of bin sizes and colours. There are approx 25,000 properties receiving a 3 stream waste collection comprising 3 bins.

**Revenue Implications:**

None.

**Timescale for Completion:**

YPO tender September. Delivery after 12 weeks lead in.

**Any Risks to Completion:**

None.

**Capital Cost:**

<b>2019/20</b> <b>£</b>
10,000

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# Replacement of CCTV System

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**Service Area: Crime Prevention**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

The CCTV system provides a sense of security to the people of Ribble Valley covering Clitheroe, Whalley and Longridge town centres. It was installed in 2002 and comprises 23 cameras, switchgear and monitoring equipment. The cameras are analogue and are no longer maintainable.

The proposal is to replace all analogue cameras and the switchgear.

As part of the scheme the police will be asked for details of any areas where further cameras may be beneficial. Any increased camera coverage suggested by them will be considered and may see an increase in budget, if needed.

**Revenue Implications:**

Some of the cameras are starting to fail/experience problems and due to the obsolete nature of many of the cameras, the Council now has to fully replace them rather than undertake repairs.

**Timescale for Completion:**

Tender 6 weeks, lead in time 6 weeks, contract 2 months.

**Any Risks to Completion:**

Equipment being made available.

**Capital Cost:**

<b>2019/20</b> £
60,000

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# Replacement of Refuse Collection Vehicle VU60 HNX

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**Service Area: Refuse Collection**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

This scheme is for the replacement of Refuse Collection Vehicle VU60 HNX. This scheme follows the vehicle and plant replacement programme that supports the 7 front-line RCVs and the 1 cover RCV that are necessary for the current collection regime.

**Revenue Implications:**

The new vehicle will be more fuel efficient and have lower carbon emissions than the existing vehicle it replaces. Fuel saving estimated to be 5% = 1,000 litres/per year/per vehicle.

**Timescale for Completion:**

Minimum 30 week procurement period (including post tender stand-still period and vehicle commissioning).

**Any Risks to Completion:**

N/A

**Capital Cost:**

<b>2019/20</b> £
227,000

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# Replacement of Paper Collection Vehicle VU06 TKN

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**Service Area: Refuse Collection**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

There are two vehicles dedicated to the daily waste paper and cardboard collection rounds. The two dedicated vehicles were purchased in 2013 for £12,000 each on the second-hand market and have a shorter life expectancy because of this. One vehicle, VU06 TKN, is programmed for replacement in 2019/20.

**Revenue Implications:**

Annual maintenance savings, -£300.

**Timescale for Completion:**

1 month tender - delivery period not known.

**Any Risks to Completion:**

A risk for completion would be the availability of second hand paper wagons at the time of the procurement. This would also affect the price.

**Capital Cost:**

<b>2019/20</b> £
50,000

*Please Note – This vehicle is now on order, at an estimated cost of £51,322. The purchase and increase in capital budget required has been discussed by Corporate Management Team and the capital budget will be adjusted accordingly at Revised Estimate stage.*

*In addition, an exemption to contract procedure rules under CPR5 has been requested to allow the Council to purchase this vehicle – please see the associated report elsewhere on this agenda.*

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# Replacement Gang Mower (rvbc009)

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**Service Area: Grounds Maintenance**

**Submitted by: Mark Beveridge**

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**Brief Description of the Scheme:**

This machine is in the programme for replacement in 2019/20. This is the main grass cutting mower for the large open spaces across the Borough. It is intensively used through the growing period and there is no cost effective alternative for dealing with these large spaces. Small ride on machines used for more compact areas of grass on estates would not be suitable for spaces such as Edisford. This item is towed behind the large tractor and transported across the Borough.

**Revenue Implications:**

None identified.

**Timescale for Completion:**

This is a standard item and delivery from order is expected within 8 weeks.

**Any Risks to Completion:**

This is a standard item of plant available from suppliers. Providing the budget is agreed then the order will be placed and delivery is around 8 weeks. This can vary depending upon the time of the year.

**Capital Cost:**

2019/20 £
30,000

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# Replacement Mini Tractor with Bucket PN05 BYS

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**Service Area: Grounds Maintenance**

**Submitted by: Mark Beveridge**

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**Brief Description of the Scheme:**

This tractor is in the programme for replacement in 2019/20. This is used for cemetery work and general work across the Borough, such as soft landscaping work in the Castle and other open spaces.

This machine removes the expense of employing contractors to provide this type of equipment on a hire basis. Such an approach would not be a cost effective approach to carrying out the work.

**Revenue Implications:**

None.

**Timescale for Completion:**

This is a standard item and delivery from order is expected within 8 weeks.

**Any Risks to Completion:**

This is a standard item of plant available from suppliers. Providing the budget is agreed then the order will be placed and delivery is around 8 weeks. This can vary depending upon the time of the year.

**Capital Cost:**

<b>2019/20</b> <b>£</b>
22,000

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# Replacement of JCB Gravemaster Digger (rvbc005)

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**Service Area: Works Administration**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

It is proposed to replace the JCB Gravemaster with a new grave digging machine to deal with more difficult ground conditions at the cemetery.

**Revenue Implications:**

Annual maintenance savings, -£300.

**Timescale for Completion:**

1 month tender - delivery period not known.

**Any Risks to Completion:**

Availability of new plant.

**Capital Cost:**

2019/20 £
29,000

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# Automatic Access Barrier – Edisford River Bank

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**Service Area: Grounds Maintenance**

**Submitted by: Mark Beveridge**

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**Brief Description of the Scheme:**

The access to the river bank car park is currently via a gate which is unlocked using a RADAR key or one of the Council master keys. This presents an ongoing problem of the gate being left unlocked, allowing vehicles onto the river bank area which should not be there and vehicles getting locked in after a key holder goes out through an open gate and locks it behind them. During the recent summer, there were over 40 cars parked on the grass on busy Sundays and Bank Holidays, creating a serious safety hazard for the families using the grass for picnics etc.

It is proposed to replace the gate locked with a padlock, with an automatic barrier linked to the CCTV room. This would be operated via a fob which would be issued by the Council to Blue Badge holders who applied for one, with a deposit payable for the fob. For disabled people who did not have a fob but wanted access, the link to CCTV would enable the staff to provide access for vehicles. This arrangement would ensure that access to the river bank area was controlled and reduce the risk of a potentially fatal collision between a vehicle and a pedestrian.

**Revenue Implications:**

Annual Maintenance, £1,000 per annum.

**Timescale for Completion:**

Within 6 months of placing an order.

**Any Risks to Completion:**

None, apart from weather.

**Capital Cost:**

<b>2019/20</b> <b>£</b>
14,000

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# Edisford Sports Complex scheme

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**Service Area: Edisford**

**Submitted by: Mark Beveridge**

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**Brief Description of the Scheme:**

There is demand for more and better artificial surfaces to allow and sustain the development of sport and community activity in the Borough. This scheme meets that demand through the following development at the Edisford site:

- New full size 3G artificial pitch and refurbishment of the existing surfaces on-site.
- New toilet block, storeroom and classroom for schools, parties and coaching courses use.

**Revenue Implications:**

2019/20 additional net expenditure (part year) = £8,120.

Additional net expenditure per annum from 2020/21 onwards (full year) = £12,630.

**Timescale for Completion:**

Tenders sought - early 2019.

Start on site - May 2019.

Completion - September 2019.

**Any Risks to Completion:**

Availability of contractors to complete the work over summer 2019.

**Capital Cost:**

<b>2019/20</b> £
1,430,440

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# Replacement of Leased Car Parking Van KR16 HFT

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**Service Area: Car Park Administration**

**Submitted by: Adrian Harper**

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**Brief Description of the Scheme:**

There are two car parking vans. Currently, one is leased and one is purchased. The leased vehicle is programmed to be replaced in May 2019. The cost for the lease is £2,414 per year. A purchased replacement would be approx £11,500.

Bearing in mind the purchased van was replaced after 9 years it has been decided that the most economic solution would be to purchase, rather than lease, the replacement for the currently leased van, KR16 HFT.

**Revenue Implications:**

Reduced lease costs, -£2,414 per year.

Increased annual maintenance costs (broad estimate), £750 per year.

**Timescale for Completion:**

2019/20 financial year.

**Any Risks to Completion:**

If the capital bid is successful the van will be ordered immediately. The lease for the existing vehicle would be extended on a monthly basis until we take delivery of the purchased van.

**Capital Cost:**

2019/20 £
11,500